

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * April 12, 2010 * 7:00 PM

Board of Education Administrative Building

- I. Call to Order and Statement of Presiding Officer Roberta Monahan, President
Re: Chapter 231 P.L. 1975: "The adequate notice of this regular meeting as required by the open public meetings act was provided by the posting, mailing/delivery, and filing of this notice on April 30, 2009. This notice was on that date posted on the bulletin board in the Township Office, mailed to the Courier News and the Echoes Sentinel, and filed with the Township Clerk of the Township of Warren, all in accordance with the requirements of the Open Public Meetings Act."
- II. Pledge of Allegiance
- III. Roll Call
MS, SB, GP, DR, AS, PT, GV, KW, RM
- IV. Presentation
- V. Minutes
 - Approve the public and private session minutes of the March 25, 2010 and March 31, 2010 board meetings.
- VI. Correspondence and Information
 - Fire Drills

<u>ALT</u> March 10, 18	<u>Central</u> March 5, 9	<u>Mt. Horeb</u> March 11, 19	<u>Woodland</u> March 8, 16	<u>Middle</u> March 12, 19
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- VII. President's Remarks – Roberta Monahan
- VIII. Committee Reports
- IX. Discussion
 - Nutrition Update (Guidelines for Parents and Revised Policy/Regulation)
 - Board of Education Self Evaluation
- X. Public Commentary (including opportunity to speak about items for Board Consideration/Action)

Note on public input at BOE meetings: Board Policy #9322, adopted on April 14, 2008, provides for and encourages public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name and place of residence;
2. Each statement made by a participant shall be limited to three minutes' duration (limit may be adjusted at the discretion of the presiding officer as circumstances dictate);
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard; and
4. All statements shall be directed to the presiding officer—no participant may address or question Board members individually.

The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

- XI. Items for Board Consideration/Action

A. Education

- A.1. Out of Zone Request for the 2009-2010 School Year
RESOLVED, that the Board of Education approves the out of zone request for the following student:
 - a) One fourth grade student (ID#2006235) to remain at Mt. Horeb School for the 2010-2011 school year.

- A.2. Home Instruction
 RESOLVED, that the Board of Education approves the extension of home instruction for the following students:
- a) One student (ID#0120576) for one hour per day of educational services at St. Clare's Hospital, effective March 25, 2010 through April 16, 2010. The cost to the district will be \$833.
 - b) One Student (ID#0120637) for ten hours per week of home instruction, effective April 1, 2010 through June 23, 2010. The cost to the district will be \$4,400.

B. Finance/Operations/Transportation

B.1. Health Insurance Broker
 RESOLVED, the Board of Education approves the following changes to its health insurance brokers effective July 1, 2010:

1. Appointment of Grinspec Consulting of Murray Hill NJ as the Board's School Employee Health Benefit Plan (SEHBP) Program Manager for the district's medical and prescription insurance program.

Grinspec Consulting is authorized to act on behalf of the Board in all matters related to the district's SEHBP medical and prescription insurance coverage for the period of the July 1, 2010 to June 30, 2011, effective April 1, 2010.

Grinspec Consulting responsibilities will include – but are not limited to – coordinating the transition to the SEHBP, ongoing enrollment services, assist with employee claims, enrollment, billing and coverage issues and other services as required.

Grinspec Consulting is authorized to receive a fee of \$50,000 from the district for the services provided as the SEHBP Program Manager.

2. Appointment of Grinspec Consulting of Murray Hill, NJ as the Board's group insurance broker-of-record for the district's dental insurance program.
3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

B.2. Travel Approval

Whereas, in accordance with State of New Jersey School District Accountability Act (A-5) and the Warren Township Schools' policy number 4133 – Travel and Work Related Expense Reimbursement, travel by school district employees and Board of Education members must be approved in advance.

Now Therefore Be It RESOLVED, the Warren Township Schools Board of Education approves the following expenses for faculty, staff, administrators, and board members for seminars, conferences and workshops. The expense includes travel costs, if applicable:

June 2010

- Susan Cooper, Middle – National Academic 7/8 Grade Quiz Bowl, Arlington, Va. \$ 250

All of the above travel has been approved by the Superintendent and the Board of Education. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

B.3. 2010-2011 Warren Township School Budget

RESOLVED, the Board of Education approves the 2010/2011 Warren Township Budget and approves the budget for submission to the voters on April 20, 2010 as follows:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards and is in compliance with N.J.S.A. 18A and N.J.A.C Title 6 and 6A.

The Anticipated Enrollment for the school year 2010/2011 is 2,220 students.

Appropriations:	Budget
General Fund	\$37,396,816
Summer School	151,060
Capital Outlay	26,425

Capital Reserve	1,000
Withdrawal from Capital Reserve	200,000
Special Revenue	500,000
Debt Service	<u>977,270</u>
TOTAL APPROPRIATIONS BUDGET:	<u>\$39,252,571</u>
Revenues:	
Tax Levy - General Fund	\$36,600,302
Tax Levy – Debt Service	<u>684,394</u>
SUB-TOTAL:	<u>\$37,284,696</u>
State Aid	\$ 349,398
State Aid – Debt Service	<u>292,874</u>
SUB-TOTAL:	<u>\$ 642,272</u>
General Fund-Surplus	\$ 372,501
Debt Service	2
Miscellaneous Revenue	253,100
Withdrawal from Capital Reserve	200,000
Federal Funds Anticipated	<u>500,000</u>
SUB-TOTAL:	<u>\$ 1,325,603</u>
TOTAL REVENUE BUDGET:	<u>\$39,252,571</u>

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2010/2011 budget includes a maximum travel appropriation of \$75,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2010/2011 budget is a maximum regular business travel amount of \$1,500 per employee.

C. Personnel/Student Services

- C.1. Amendment on Salary Guide
RESOLVED, that the Board of Education approves the following amended placement on the teachers' negotiated salary guide:
- a) Lauren Regal Mt. Horeb School, BA+15 to MA (remaining at step 5-6), effective April 1, 2010.
- C.2. Resignation
RESOLVED, that the Board of Education approves the following resignations:
- a) Cynthia Howell, Special Education Teacher, Mt. Horeb School, for the purpose of retirement, with appreciation for the 27 years of her service to the children of Warren, effective June 30, 2010.
 - b) Diane Staph, Science Teacher, Middle School, for the purpose of retirement, with appreciation for the 39 years of her service to the children of Warren, effective June 30, 2010.
- C.3. Substitute Teachers
RESOLVED, that the Board of Education approves the following Substitute Teachers for the 2008-2009 school year:
- a) Ridhima Bajaj
 - b) Michele Freda
 - c) Gopika Kapadia
- C.4. After School Club – 2009-2010 School Year
RESOLVED, that the Board of Education approves the following after school club for the 2009-2010 school year and the instructors for each club at the negotiated stipend rate.
Angelo L. Tomaso School
- a) Girls On The Run – advisor Jill Andrews to take the place of Ann Marie Vernese who was approved on December 14, 2009 at a stipend of \$715.

- C.5. Per Diem Deduct Request
 - a) Anthony Gagliano, Classroom Paraprofessional, Middle School one day per week for 16 weeks for student teaching at Middle School, effective September 1, 2010 through December 30, 2010.
- C.6. Out of District Consultant
RESOLVED, that the Board of Education approves Dr. Tom Boyle for 2.5 hours per week of direct behavior consultation in the ABA class beginning April 12, 2010 through the end of the school year. The cost to the district will be \$5,500.
- C.7. Family Medical Leave Request
RESOLVED, that the Board of Education approves a family medical leave request for Patricia Toscano, Classroom Paraprofessional, Mt. Horeb School, effective April 12, 2010 through April 23, 2010 (unpaid, no benefits). Returning April 26, 2010.
- C.8. Job Descriptions
RESOLVED, that the Board of Education approves the following stipend job descriptions dated April 12, 2010:
 - a) After School activities Coordinator
 - b) Athletic Coach
 - c) ASAP (Academic Skills Assistance Program) Coordinator
 - d) Co-Curricular Advisor/Instructor
 - e) ELL (English Language Learner) Coordinator
 - f) Energy Educator/Manager
 - g) Language Arts Coordinator
 - h) Lunchroom Supervisor
 - i) Student government Advisor
 - j) Teacher In Charge
 - k) Team Leader – Middle School
 - l) Webmaster
 - m) World Language Coordinator
 - n) Yearbook Club Advisor

D. Policy

- D.1. Policy 3542.1 – Local Wellness/Nutrition
RESOLVED, that the Board of Education approves the first and only reading of revised policy number 3542.1 – Local Wellness/Nutrition (and its accompanying regulation).

XII. Old Business

XIII. New Business

XIV. Public Commentary

XV. Executive Session

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss
and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

XVI. Adjourn